

**MONTHLY PROGRESS REPORT**  
**EPA Contract 68HERH19D0033**  
**Task Order #009**  
**Diamond Alkali-Lower Passaic River Allocation**

**EPA TOCOR** Alice Yeh (212-637-4427)  
**ERG Task Order Manager** Exemption (b)(4)  
**Period of Performance** September 24, 2019 – March 31, 2021  
**Reporting Period** August 1, 2020 – August 28, 2020

**Section 1: Project Financial Summary**

**Table 1. Financial Summary by Contract Line Item Number (CLIN)**

CLIN	Description	Capacity	Funded	Unfunded	Current Invoice (\$ and hrs)	Cumulative Invoiced (\$ and hrs)	Estimated Lagging Costs (\$ and hrs)	% of Funding Spent, Incl. Lagging Costs	Funded Amount Remaining, After Accounting for Lagging Costs	Anticipated Work During Next Reporting Period (\$ and hrs)
001	All other activities	\$1,656,164.00	\$1,656,164.00	\$0.00	\$162,422.52 <span style="color: red;">Exemption (b)</span>	\$1,271,945.86 <span style="color: red;">Exemption (b)(4)</span>	\$177,500.40 <span style="color: red;">Exemption (b)</span>	<b>87.5%</b>	\$206,717.74	\$135,000.00 <span style="color: red;">Exemptic</span>
002	Fixed-price startup activities	\$2,552.00	\$2,552.00	\$0.00		\$2,552.00		100.0%	\$0.00	
<b>TOTAL</b>		<b>\$1,658,716.00</b>	<b>\$1,658,716.00</b>	<b>\$0.00</b>	<b>\$162,422.52</b> <span style="color: red;">Exemption (b)</span>	<b>\$1,274,497.86</b> <span style="color: red;">Exemption (b)(4)</span>	<b>\$177,500.40</b> <span style="color: red;">Exemption (b)</span>	<b>87.5%</b>	<b>\$206,717.74</b>	<b>\$135,000.00</b> <span style="color: red;">Exemptic</span>

## Section 2: Activities Corresponding to the Attached Invoice

*This section includes direct ERG labor hours billed during this reporting period. It also includes subcontractor invoices that ERG received and processed during this reporting period, representing work performed in prior reporting periods.*

### **2A: Activities Undertaken During This Reporting Period**

#### Task A: Task Assignment Management and Project Administration

During the August reporting period, ERG:

- Maintained communications with TOCOR and service provider.
- Prepared the monthly progress report.
- Participated in weekly calls with EPA and subcontractor.
- Processed subcontractor invoices.
- Completed a task order modification and issued a subcontractor modification **Exemption (b)(4)**.

### **2B: Activities From Previous Reporting Periods Processed as Lagging Costs**

#### Task B: Allocation Design and Production

During the July reporting period, **Exemption (b)(4)** performed the following activities:

- Conducted weekly contract progress conference calls with EPA.
- **Exemption (b)(3)(A) & (7)(A)**
- Responsive Briefs were received from the parties on July 7, 2020. **Exemption (b)(3)(A) & (7)(A)**
- Assisted in developing a revised cost proposal.
- The Dispute Resolution Professional contacted individual parties if clarification of information was needed.

## Section 3: Additional Activities During This Reporting Period, To Be Billed on Future Invoices

*This section includes work performed by **Exemption (b)(4)** during this reporting period, which they will invoice to ERG at a future date.*

#### Task B: Allocation Design and Production

During the August reporting period, **Exemption (b)(4)** performed the following activities:

- Conducted weekly contract progress conference calls with EPA.
- **Exemption (b)(3)(A) & (7)(A)**
- Prepared the Draft Allocation Report, supported by the technical teams.
- Contacted individual parties if clarification of information was needed.

#### Section 4: Deliverables During This Reporting Period

Title	Type	Approved Due Date	Completion Date	EPA Recipient
Monthly progress report	Deliverable	August 15, 2020	August 14, 2020	Alice Yeh Terry Fenton Terry Simpson

#### Section 5: Difficulties Encountered and Remedial Actions Taken

- Exemption (b)(3)(A) & (7)(A)

#### Section 6: Activities Anticipated During the Next Reporting Period

##### Task A: Task Assignment Management and Project Administration

ERG will:

- Prepare progress report.
- Maintain communications with TOCOR and service provider.
- Participate in weekly team calls with Exemption (b)(4) and EPA.
- Process subcontractor invoices.

##### Task B: Allocation Design and Production

Exemption (b)(4) anticipates the following activities:

- Conduct weekly contract progress conference calls with EPA.
- Exemption (b)(3)(A) & (7)(A)
- Finalize the Draft Allocation Report.
- Contact individual parties if clarification of information is needed.

#### Section 7: Deliverables Anticipated During Next Reporting Period

Title	Type	Approved Due Date	EPA Recipient
Monthly progress report	Deliverable	September 15, 2020	Alice Yeh Terry Fenton Terry Simpson
Exemption (b)(3)(A) & (7)(A)			

## Section 8: Outstanding Actions Awaiting EPA Contracting Officer Authorization

Exemption (b)(4)